



**LEGISLATIVE
BUDGET
COMMISSION**

**Commission Meeting Packet
for
Wednesday, January 15, 2003**

**(Please bring this packet to the committee meeting.
Duplicate materials will not be available.)**

LEGISLATIVE BUDGET COMMISSION AGENDA
January 15, 2003
1:00 – 5:00 pm
Room 212 Knott Building

Members:

Representative Bruce Kyle	Senator Ken Pruitt
Representative Gus Bilirakis	Senator Lisa Carlton
Representative Frederick Brummer	Senator Dennis Jones
Representative Wilbert “Tee” Holloway	Senator Ron Klein
Representative Sandra Murman	Senator Tom Lee
Representative David Simmons	Senator Lesley Miller
Representative Leslie Waters	Senator Rod Smith

- I. Selection of Chair and Vice-Chair
- II. Chair Comments
 - A. Adoption of Commission Policies and Procedures
- III. Consideration of the following budget amendments for Fiscal Year 2002 – 2003:
 - A. EOG B0301 - Department of Agriculture and Consumer Services
 - B. EOG B0384 - Department of Agriculture and Consumer Services
 - C. EOG B0389 - Department of Agriculture and Consumer Services
 - D. EOG B0407 - Department of Agriculture and Consumer Services
 - E. EOG B0408 - Department of Agriculture and Consumer Services
 - F. EOG B0414 - Department of Agriculture and Consumer Services
 - G. EOG B0415 – Department of Environmental Protection
 - H. EOG B0379 – Department of Financial Services
 - I. EOG B0413 – Department of Financial Services
 - J. EOG B0443 – Statewide Human Resources
 - K. EOG B0285 – Agency for Health Care Administration
 - L. EOG B0329 – Department of Health
 - M. EOG B0374 – Department of Health
 - N. EOG B0284 – Department of Highway Safety and Motor Vehicles
 - O. EOG B0286 – Department of Community Affairs
 - P. EOG B0427 – Department of Transportation
 - Q. EOG B0436 – Executive Office of the Governor (Office of Tourism, Trade and Economic Development)

Budget amendments will be taken in order as determined by the Chair.

IV. Consideration of Agency Spending Plan

Expenditure Plan for Lifeline Program Funding

V. Technology Review Workgroup Recommendations and Reports

VI. Objections to Agency Actions or Proposed Agency Actions

VII. Other Business

A. Adoption of 2003 Calendar

Proposed dates: February 13, 2003
May 21, 2003
June 26, 2003

B. Zero-Based Budgeting

PROPOSED POLICIES

Legislative Budget Commission

AUTHORITY:

The Legislative Budget Commission (the Commission) is created in section 11.90, Florida Statutes, and the Joint Rules of the Florida Legislature. While the Legislature has the constitutional duty to appropriate the moneys in the state treasury, the Legislature has recognized the need for modifications to the budget during the interim between legislative sessions. To this end, the Legislature has delegated authority to the Commission to oversee the implementation of the approved budget for the State of Florida and has delegated authority to agency heads, the Governor, and the Chief Justice of the Supreme Court to implement the policy decisions encompassed by the General Appropriations Act and to propose changes in specific instances. Based upon the scope of the changes, the Legislature has placed responsibility on the appropriations committees of the Legislature and on the Commission to review each proposed change. In most instances, the Governor or Chief Justice must give notice to, or consult with, the Legislature prior to the implementation of any change. For more significant modifications, the Commission must affirmatively approve the proposed change prior to its implementation.

The Commission is comprised of 14 legislative Members – seven House Members appointed by the Speaker and seven Senators appointed by the President. During calendar year 2003, the Chair of the House Appropriations Committee will serve as the chair of the Commission and the chair of the Senate Appropriations Committee will serve as vice chair of the Commission. During calendar year 2004, the Chair of the Senate Appropriations Committee will serve as the chair of the Commission and the chair of the House Appropriations Committee will serve as vice chair of the Commission.

PURPOSE:

The Legislative Budget Commission is a standing joint committee of the Legislature created to:

- 1) Review and approve or disapprove agency requests to amend original approved budgets;
- 2) Review agency spending plans;
- 3) Issue instructions and reports concerning zero-based budgeting;
- 4) Review the recommendations of the Technology Review Workgroup regarding information technology issues; and
- 5) Take other actions related to the fiscal matters of the state, as authorized by law.

In addition, the Chair and Vice Chair of the Commission, on behalf of the Legislature, may object to any agency action that exceeds the authority delegated to the executive or judicial branches, or is contrary to legislative policy and intent, regardless of whether that action is subject to legislative consultation or Commission approval (s. 216.177(2)(b), F.S.).

GENERAL POLICIES AND PROCEDURES:

Meeting Times

Meetings of the Commission will be regularly scheduled throughout the fiscal year. Additional meetings may be scheduled as directed by the presiding officers or upon the call of the Chair of the Commission. The Secretary of the Senate and the Clerk of the House of Representatives will issue notice of Commission meetings no less than seven (7) days prior to the meeting date. In a collaborative effort, the agency requesting the amendment, the Executive Office of the Governor, and legislative staff are responsible for the timely handling of all actions requiring legislative consultation or Commission approval.

Meeting Procedures:

- 1) The Legislative Budget Commission will be governed by joint rules of the Senate and House of Representatives.
- 2) The Legislative Budget Commission agenda will consist of the following parts:
 - a) Consideration of proposed budget amendments;
 - b) Technology Review Workgroup recommendations and review;
 - c) Objections to agency actions or proposed agency actions;
 - d) Zero-based budgeting instructions and reports; and
 - e) Other actions as necessary.
- 3) The Legislative Budget Commission agenda and meeting materials will be prepared, coordinated, published, and distributed in accordance with the format of Attachment 1.
- 4) The Chair, in consultation with the Vice Chair, will approve the agenda.
- 5) The Commission will be staffed jointly by the appropriations committees of the Senate and House of Representatives. The House staff will serve as lead staff when the House has the chair and the Senate staff will serve as lead staff when the Senate has the chair.
- 6) The Chair of the Commission will designate a Commission administrative assistant who will be responsible for distributing Commission documents, reporting Commission actions, and maintaining Commission records.
- 7) The agenda and all supporting forms and information will be transmitted to members of the Legislative Budget Commission via electronic transmission or overnight mail no later than one week prior to the next regularly scheduled meeting. The agenda with Legislative Budget Commission forms will also be made available electronically to all Members of the Senate and House no later than one week before the scheduled meeting.
- 8) Agency budget officers or their designees, will present proposed budget amendments or other items pertinent to the Commission.

Reporting Commission Actions

- 1) After the Legislative Budget Commission meeting:
 - a. Commission staff will update the Legislative Budget Commission forms to reflect Commission action.
 - b. The Commission secretary will:
 - i. Notify the Executive Office of the Governor in writing of Commission

- General Appropriations Act (s. 216.241, F.S.);
- 7) The implementation of reorganizations in the executive branch which have been mandated by the Legislature but were not included in the General Appropriations Act (s. 216.292(11), F.S.);
 - 8) Adjustments to approved annual salary rate (s. 216.181(10)(a)); or
 - 9) Amounts to be expended pursuant to a settlement agreement when the Legislature has not appropriated such funds (s. 216.216, F.S.).

The threshold amounts for changes to trust fund appropriations and transfers of trust fund appropriations will be calculated on a cumulative basis by fund for the fiscal year.

Other actions that require approval of the Legislative Budget Commission include:

- 1) Issuance of instructions concerning zero-based budgeting (s. 216.1825(2), F.S.);
- 2) Reports of the zero-based budgeting review to the President of the Senate and Speaker of the House of Representatives (s. 216.1825(3), F.S.); and
- 3) Suspension of license tax collections to the State Transportation Trust Fund in the event of a significant shortfall of state revenues (s. 320.20(5)(b), F.S.).

Process to propose a budget amendment for consideration by the Commission

- 1) Agencies requesting budget amendments that require approval of the Legislative Budget Commission must submit the original Budget Amendment form, Budget Summary form and backup material to the Executive Office of the Governor in accordance with the provisions of Office of Policy and Budget Procedure *Amending an Agency's Original Approved Budget*. Actions proposed by Judicial Branch agencies will be transmitted to the Governor for processing in his capacity as the state's Chief Budget Officer, and will be forwarded to the Legislature in the same manner as those submitted by executive branch agencies.
- 2) The Office of Policy and Budget (OPB) will perform a technical and preliminary analytical review of the request. At least three weeks prior to the next regularly scheduled Commission meeting, OPB will submit the agency request to staff of the Commission.
- 3) After its review and recommendations are complete but no later than 14 days prior to the next regularly scheduled Commission meeting, the Executive Office of the Governor shall transmit the amendments electronically to the Senate and House fiscal committees with the recommendations of the Executive Office of the Governor. Additionally, the Executive Office of the Governor shall forward any supporting information received since the agency's initial submission.
- 4) Each item will be referred to the appropriate Commission staff for review and analysis and scheduled for a future Legislative Budget Commission meeting, as determined by the Chair of the Commission.
- 5) Staff for the Commission may prepare recommendations, must complete the Legislative Budget Commission form for budget amendments, and must ensure that budget amendments needing Commission approval are expeditiously processed.

Zero-based budgeting

Section 216.1825, F.S., directs the Legislative Budget Commission to implement zero-based budget reviews of all state agencies on an eight-year cycle beginning with the 2000-2001 fiscal year. Instructions for agency preparation of zero-based budgets will be presented annually to the Legislative Budget Commission for approval. Reports of the Commission's zero-based budgeting review will be considered timely for presentation to the President of the Senate and Speaker of the House of Representatives.

Reports submitted to the Commission

Various reports are required to be submitted to the Commission. In some instances, these reports are required pursuant to proviso related to specific line item appropriations. In other instances, periodic reports are required.

Section 27.385, F.S., requires each state attorney to submit a report by October of each year showing the amounts of state funds expended during the prior year for specific items. Likewise, section 27.605, F.S., requires each public defender to submit a similar report.

Section 216.181(10)(c), F.S., requires each state agency to submit a report quarterly showing the positions and salary rate within the respective agencies. These reports are due at the end of each calendar quarter and in a format that shows authorized, established, filled, and vacant positions and salary rate by budget entity.

Technology Review Workgroup

Section 11.90(7), F.S., requires the Commission to review information resource management needs identified in the agencies long-range program plans. The Commission must also review proposed budget amendments associated with information technology that involve more than one agency, that have an outcome that impacts another agency, or that exceeds \$500,000 in total cost over a 1-year period.

The Technology Review Workgroup (TRW) is created under the Commission to independently review and make recommendations related to information management needs identified in the agency plans and agency budget requests. These recommendations are reported to the Commission. TRW also reviews and makes recommendations to the Commission relating to proposed budget amendments and agency transfers associated with information technology initiatives and projects that involve more than one agency, that have an outcome that impacts another agency, or that exceed \$500,000 in total cost over a 1-year period.

Attachments:

1. Legislative Budget Commission Form
2. Legislative Budget Commission Action Notification Form

Department:

EOG Number:

<i>Problem Statement:</i>
<i>Agency Request:</i>
<i>Governor's Recommendation:</i>
<i>Commission Staff Comments:</i>

<i>Senate Subcommittee:</i> <i>Senate Analyst:</i> <i>Phone Number:</i> (850) 487-5140 or SunCom 277-5140 <i>E-mail Address:</i> @LASPBS.state.fl.us	<i>House Subcommittee:</i> <i>House Analyst:</i> <i>Phone Number:</i> (850) 488-6204 or SunCom 278-6204 <i>E-mail Address:</i> @LASPBS.state.fl.us
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President of the Senate

ATTACHMENT 2

THE FLORIDA LEGISLATURE LEGISLATIVE BUDGET COMMISSION

Location

Mailing Address



*Speaker of the House of
Representatives*

(DATE)

Ms. Donna Arduin, Director
Office of Policy and Budget
Executive Office of the Governor
1702 The Capitol
Tallahassee, FL 32399-0001

Dear Ms. Arduin:

Pursuant to the provisions of Chapter 216, Florida Statutes, the Legislative Budget Commission met on (DATE) and took the following action:

- I. Approved/disapproved budget amendments as provided on the enclosed Legislative Budget Commission forms
- II. Other action

Sincerely,

Chair
Legislative Budget Commission

Enclosures

cc: Honorable Tom Gallagher, Chief Financial Officer

Line Item No.	Budget Entity / Fund / Appropriation Category Title		REQUESTED BY AGENCY			RECOMMENDED BY GOVERNOR			APPROVED BY THE LEGISLATIVE BUDGET COMMISSION		
			CF	Appropriation	Reserve	Release	Appropriation	Reserve	Release	Appropriation	Reserve
LAS/PBS Account Number											

Department: Agriculture and Consumer Services

EOG Number: B0301

Problem Statement: The Department of Agriculture and Consumer Services (DACS) has entered into the **Homeland Security Cooperative Agreement** with the United States Department of Agriculture (USDA), Animal and Plant Health Inspection Service (APHIS) and Veterinary Services (VS) for Foreign Animal Disease Surveillance and Animal Disease Response in the amount of \$231,451. This agreement covers the period of July 12, 2002 through July 11, 2003. The purpose of this agreement is to provide financial assistance for Homeland Security against foreign animal diseases and to establish national standards of emergency preparedness, from detection and diagnosis through response.

The funding will provide training to four departmental veterinarians in foreign animal diseases and prepare them to conduct foreign animal disease investigations. It will also allow for the training of field employees in the areas of bio-terrorism, agri-terrorism, environmental contamination and other areas associated with Homeland Security. Numerous other activities will be associated with this as specified in the Program Work Plan which is included in the cooperative agreement.

USDA, APHIS, VS/Cooperative Agreement No. 02-9612-0054CA/Foreign Animal Disease Surveillance and Animal Disease Response Work Plan stipulates that the Department is to:

- develop a comprehensive animal electronic identification program;
- develop and disperse public awareness educational materials on Foreign Animal Disease Concerns and bio-terrorism;
- develop and implement a state plan for responding to animal health emergencies utilizing the State Emergency Response System;
- revise the quarterly Animal Health Bulletin to be used as a method of keeping industry aware of animal disease information, issues and emergency management operations; and
- assign field personnel to monitor a specific county in the state for animal population, animal movement, location of all animal facilities, and veterinarians' offices as well as other activities listed in the Work Plan.

Agency Request: The agency requests additional budget authority of \$231,451 from the Contracts and Grants Trust Fund in the Other Personal Services category (\$50,000) and the Expense category (\$181,451).

Governor's Recommendation: Recommend approval to increase budget authority by \$231,451 in the Contracts and Grants Trust Fund for federal funds received from the United States Department of Agriculture for the Foreign Animal Disease Surveillance/Animal Disease Response Cooperative Agreement.

Commission Staff Comments:

SENATE: Recommend approval by the Legislative Budget Commission as recommended by the Governor's Office.

HOUSE: Pending.

Senate Subcommittee: General Government

Senate Analyst: Sandra Blizzard

Phone Number: (850) 487-5140 or SunCom 277-5140

E-mail Address: sandra.blizzard@LASPBS.state.fl.us

House Subcommittee: Agriculture & Environment

House Analyst: Lynn Dixon

Phone Number: (850) 488-6204 or SunCom 278-6204

E-mail Address: lynn.dixon@LASPBS.state.fl.us

Line Item No.	Budget Entity / Fund / Appropriation Category Title LAS/PBS Account Number		REQUESTED BY AGENCY	RECOMMENDED BY GOVERNOR	APPROVED BY LEGISLATIVE BUDGET COMMISSION
		CF	Appropriation	Appropriation	Appropriation
DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES					
N/A	Agricultural Economic Development / Animal Pest and Disease Control Contracts and Grants Trust Fund Other Personal Services 42170500-030000-00-2133		50,000	50,000	
1463	Expenses 42170500-040000-00-2133		181,451	181,451	

Department: Agriculture & Consumer Services

EOG Number: B0384

Problem Statement: The Bureau of Food Distribution requests additional spending authority of \$1,145,262 (\$1,066,207 Special Category and \$79,055 Expenses) in order to use funds provided by the United States Department of Agriculture (USDA) to reimburse local agencies throughout the State who participate in Florida's Emergency Food Program. The 2002 Legislature approved spending authority totaling \$2,887,371 for the program, which corresponded with Florida's provisional contract with the USDA. However, following the Legislative session, three actions have occurred which necessitate a request for an increase in that authority:

1. The USDA has notified the Department of Agriculture & Consumer Services (DACS) that the state's contract for FY 2002-03 for the Temporary Emergency Food Assistance Program (TEFAP) will be \$1,066,207 more than anticipated for FY 2002-03 in the General Appropriations Act. This includes an increase in the contract amount from \$2,139,026 to \$2,963,215, an increase of \$824,189 plus an additional \$242,018 associated with the USDA Farm Bill's provision of additional funds for the TEFAP program.
2. The USDA has notified the state that its Women Infant Children-Farmers Market Nutrition Program funding level will be \$366,543, which is \$16,543 above the spending authority provided in the General Appropriations Act. This program is used to help provide fresh nutritious fruits and vegetables to women, infants and children who are nutritionally at risk and to expand the awareness and use of farmers markets, in order to increase sales at such markets.
3. A \$400,000 grant was received from the USDA-Risk Management Agency to conduct risk management training for agricultural producers statewide (FY 01-02 budget amendment EOG #0501 was approved by the LBC on 1-10-02). A total of 31 training projects were conducted prior to June 30 at a cost of \$287,613.91, leaving a balance of \$112,386 which had to be used prior to September 30, 2002. The Department used its 5% transfers authority to allow for the expenditures for this training with the assurance that if the authority was needed, a budget amendment could be done at a later date. The Department has determined that the additional authority is needed to replenish the Emergency Feeding Program where the 5% transfer was made from. The actual expenditures for the training ended up costing \$62,512 which is the amount of authority needed to be re-established.

Also, DACS has entered into three other federal agreements that will provide \$258,400 in additional federal funds:

The Agri-Journal - \$31,400 / Contract #007319

Funding is authorized beginning September 30, 2002 through September 30, 2003.

DACS and the Florida Farm Bureau will provide a monthly training experience for more than 3,000 Florida specialty crop producers in an effort to significantly decrease the financial risk they face as an inherent part of the business of supplying food and fiber to consumers. The training will be delivered in the form of a monthly journal. It will contain a financial planning article written by a professional planner, as well as current specialty crop market pricing information and the latest trade leads to assist growers with marketing their products.

The Farm Raised Clams - \$75,000 – Contract #007325

Funding is authorized beginning September 30, 2002 through December 31, 2003.

DACS, Division of Marketing and Development, Bureau of Seafood and Aquaculture Marketing assists the Florida seafood and aquaculture industries in finding and developing markets by providing them with training and educational materials. The Florida farm-raised clam producers have continuously requested assistance in market development. With funding from this grant, the Department will provide

educational tools for growth and risk management , as well as educational training and materials. The program is structured to identify and characterize the national and international potential buyers’ preferences for Florida farm-raised clams; determine the means and message content needed for the producer to positively influence purchasing decisions; and provide the producers with training and educational materials.

Also, effective 9/29/02, DACS entered into a partnership agreement for \$100,000 with the Florida Department of Education to develop and disseminate educational materials as part of the “Fresh 2 U Campaign.” The major goal of the project is to reduce childhood obesity through a campaign of nutrition education and heightened awareness of nutrition issues. Activities will include but not be limited to: developing and disseminating nutrition education materials to every public school in Florida; producing and distributing public service announcements featuring nutrition and food safety messages for children; working with the farm industry to provide presentations in schools on how fruits and vegetables are grown; working with Florida grocery chains to provide a “Fresh Fruit Club” and developing school cafeteria materials to feature a Florida fruit or vegetable each month.

FDACS Partnership with Citrus Mutual to provide \$52,000 – Contract #007320
Funding is authorized beginning September 30, 2002 through September 30, 2003.

DACS will partner with Citrus Mutual to provide growers with the tools necessary to detect and identify invasive pests and diseases, as well as to assess the risk management needs of growers. The resulting information will be incorporated into presentations and educational materials for use by growers. Representatives of the Division of Plant Industry and Citrus Mutual will identify risk management needs and schedule and conduct workshops. The workshops will provide data to assist growers in the identification and detection process for invasive pests and plant disease.

Agency Request: To allow for the spending of federal funds for various contracts, the agency requests additional budget authority from the Contracts and Grants Trust Fund in the following amounts:

- \$1,066,207 for the Division of Marketing in the Special Category Emergency Feeding Organizations,
- \$285,455 for the Division of Marketing in the Expense Category, and

\$52,000 for the Division of Plant Industry in the Expense Category.

Governor’s Recommendation: Recommend approval to increase budget authority by \$1,403,662 from the Contracts and Grants Trust Fund for various federal grants.

Commission Staff Comments:

SENATE: Recommend approval by the Legislative Budget Commission as recommended by the Governor’s Office.

HOUSE: Pending.

Senate Subcommittee: General Government

Senate Analyst: Sandra Blizzard

Phone Number: (850) 487-5140 or SunCom 277-5140

E-mail Address: sandra.blizzard@LASPBS.state.fl.us

House Subcommittee: Agriculture & Environment

House Analyst: Lynn Dixon

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Line Item No.	Budget Entity / Fund / Appropriation Category Title LAS/PBS Account Number	CF	REQUESTED BY AGENCY	RECOMMENDED BY GOVERNOR	APPROVED BY LEGISLATIVE BUDGET COMMISSION
			Appropriation	Appropriation	Appropriation
DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES					
	Agricultural Economic Development / Division of Marketing and Development				
1441	Contracts and Grants Trust Fund G/A -Emergency Feeding Organizations 42170200-102878-00-2133 Expenses		1,066,207	1,066,207	
1435	42170200-040000-00-2133		285,455	285,455	
	Division of Plant Industry				
1470	Contracts and Grants Trust Fund Expenses 42170600-040000-00-2133		52,000	52,000	

Department: Agriculture & Consumer Services

EOG Number: B0389

Problem Statement: The Department of Agriculture and Consumer Services, Plant Pest and Disease Control, has three (3) cooperative agreements with the United States Department of Agriculture, Animal and Plant Health Inspection, Plant Protection and Quarantine, as follows:

1. Grant No.# 02-8312-0262-CA (DACS Contract No.# 007281) \$ 86,250
 Grant No.# 02-8100-0707-CA (DACS Contract No.# 007194) \$ 42,000
\$128,250

These two grants are to assist with the development and implementation of a biologically-based regional management program for the control of the Imported Fire Ant in the southern United States and Florida by establishing a mass rearing facility in Gainesville, Florida for phorid decapitating flies and other control agents and promoting the release and evaluation of these agents. These two cooperative agreements are a continuation of a cooperative agreement received during FY2001/2002, (Budget Amendment EOG #0431).

2. Grant No. #02-8312-0174-CA (DACS Contract No. #007276) \$162,175
 This grant is intended to assist with conducting a regulatory and survey program for the Imported Fire Ant between USDA and the Division of Plant Industry. Regulatory personnel are to facilitate the movement of certifiable regulated articles from the regulated area into or through the non-regulated areas. A survey is needed to determine the extent of the general infestation boundaries, to detect isolated infestations, and to determine regulatory status within those boundaries. This cooperative agreement is a continuation of a cooperative agreement received during FY2001/2002, (Budget Amendment EOG #0431).

Agency Request: The agency requests additional budget authority in Contracts and Grants Trust Fund as follows:

<u>Appropriation Category</u>	<u>Contract Number</u>			<u>Total</u>
	<u>#007194</u>	<u>#007281</u>	<u>#007276</u>	
Other Personal Services (9 mos. in FY 2002-03)	0	86,250	74,475	160,725
Expense	30,000	0	52,700	82,700
Operating Capital Outlay	<u>12,000</u>	<u>0</u>	<u>35,000</u>	<u>47,000</u>
Total	<u>42,000</u>	<u>86,250</u>	<u>162,175</u>	<u>290,425</u>

Governor's Recommendation: Recommend approval to increase budget authority by \$290,425 from the Contracts and Grants Trust Fund for federal grants received for the Fire Ant Control Program.

Commission Staff Comments:

SENATE: Recommend approval by the Legislative Budget Commission as recommended by the Governor's Office.

HOUSE: Pending.

Senate Subcommittee: General Government

Senate Analyst: Sandra Blizzard

Phone Number: (850) 487-5140 or SunCom 277-5140

E-mail Address: sandra.blizzard@LASPBS.state.fl.us

House Subcommittee: Agriculture & Environment

House Analyst: Lynn Dixon

Phone Number: (850) 488-6204 or SunCom 278-6204

E-mail Address: lynn.dixon@LASPBS.state.fl.us

Line Item No.	Budget Entity / Fund / Appropriation Category Title		REQUESTED BY AGENCY	RECOMMENDED BY GOVERNOR	APPROVED BY LEGISLATIVE BUDGET COMMISSION
	LAS/PBS Account Number	CF	Appropriation	Appropriation	Appropriation
DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES					
	Agricultural Economic Development				
	Plant Pest and Disease Control				
	Contracts and Grants Trust Find				
	Other Personal Services				
1469	42170600-030000-00-2133		160,725	160,725	
	Expenses				
1470	42170600-040000-00-2133		82,700	82,700	
	Operating Capital Outlay				
1471	42170600-060000-00-2133		47,000	47,000	

Department: Agriculture & Consumer Services

EOG Number: B0407

Problem Statement: The Office of Agricultural Law Enforcement received a grant of \$350,000 from the United States Department of Agriculture during Fiscal Year 2001/02 for a newly established Canine Unit trained to assist law enforcement officers at Interdiction Stations, ports and other facilities in an effort to combat unlawful entry of illegal products and heighten inspection and seizure efforts. (A budget amendment was approved on January 22, 2002—EOG#0424.) The first phase of implementing this program has been completed and four (4) trained canine teams are now successfully working at the various Interdiction Stations as planned. The training provides handlers with the skills to conduct searches for agricultural quarantine material with a detector dog; maintain the canine's health and proficiency and troubleshoot problematic areas/issues. An amount of \$181,721 was expended for the first phase of training the officers and canines.

Budget authority for the remainder of the grant funds of \$168,279 is needed in order to complete the Canine Program and train up to four (4) additional officers and their canines (four teams) during the remainder of Fiscal Year 2002/03. The training consists of five (5) weeks for the dogs (without the presence of the selected handler) and ten (10) consecutive weeks for the selected officers. Limits on the number of officers that can be trained at the National Canine Detector Training Center (a USDA facility) make it necessary to schedule and complete the second phase of this program beyond the end of this calendar year.

Agency Request: The agency requests additional budget authority of \$168,279 from the Contracts and Grants Trust Fund in the Federal Value of Production Specialty Crop Grant special category for the completion of the Canine Training Program.

Governor's Recommendation: Recommend approval to increase budget authority by \$168,279 from the Contracts and Grants Trust Fund from federal funds for the Canine Training Program.

Commission Staff Comments:

SENATE: Recommend approval by the Legislative Budget Commission as recommended by the Governor's Office.

HOUSE: Pending.

Senate Subcommittee: General Government

Senate Analyst: Sandra Blizzard

Phone Number: (850) 487-5140 or SunCom 277-5140

E-mail Address: sandra.blizzard@LASPBS.state.fl.us

House Subcommittee: Agriculture & Environment

House Analyst: Lynn Dixon

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Line Item No.	Budget Entity / Fund / Appropriation Category Title	CF	REQUESTED BY AGENCY Appropriation	RECOMMENDED BY GOVERNOR Appropriation	APPROVED BY LEGISLATIVE BUDGET COMMISSION Appropriation
DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES					
N/A	Agricultural Economic Development / Agricultural Products Marketing Contracts and Grants Trust Fund Special Category Federal Value of Production Speciality Crop Grant 42170200-100262-00-2133		168,279	168,279	

Department: Agriculture/State

EOG Number: B0408

Problem Statement: Section 1, Chapter 2002-295, Laws of Florida, provides for the transfer of the Licensing Program (professional licensing of private investigators, security agents, and recovery agents and issuing licenses of concealed weapons) from the Department of State to the Department of Agriculture and Consumer Services. The effective date of this transfer is January 3, 2003.

The Legislature appropriated funds for the Licensing Program in the General Appropriations Act to the Department of State. To implement the organizational change, these funds need to be transferred to the Department of Agriculture and Consumer Services.

Agency Request: This budget amendment reflects the adjustments necessary to enable the Department of State to transfer the Licensing Program to the Department of Agriculture and Consumer Services as required by law. These adjustments will enable the Department of Agriculture and Consumer Services to carry out the duties and responsibilities of the Licensing Program. The transfer amounts are based on projected expenditures; however, another budget amendment may be necessary to transfer any remaining balances left in the Department of State after the month of January 2003.

Without this approval, the Department of State and the Department of Agriculture and Consumer Services will not be able to carry out the provisions of Section 1, Chapter 2002-295, Laws of Florida.

Governor's Recommendation: Recommend approval to transfer \$8,346,715 in various appropriation categories from the Licensing Trust Fund, 136 positions, and 4,323,115 in salary rate from the Department of State to the Department of Agriculture and Consumer Services to implement the transfer of the Division of Licensing.

Commission Staff Comments:

SENATE: Recommend approval by the Legislative Budget Commission as recommended by the Governor's Office.

HOUSE: Pending.

Senate Subcommittee: General Government
Senate Analyst: Sandra Blizzard
Phone Number: (850) 487-5140 or SunCom 277-5140
E-mail Address: sandra.blizzard@LASPBS.state.fl.us

House Subcommittee: Agriculture & Environment
House Analyst: Lynn Dixon
Phone Number: (850) 488-6204 or SunCom 278-6204
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Line Item No.	Budget Entity / Fund / Appropriation Category Title		REQUESTED BY AGENCY	RECOMMENDED BY GOVERNOR	APPROVED BY LEGISLATIVE BUDGET COMMISSION
	LAS/PBS Account Number	CF	Appropriation	Appropriation	Appropriation
DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES					
	Office of the Commissioner and Administration				
	<u>Division of Licensing-Compliance and Enforcement</u>				
	<u>Positions and Rate</u>				
	Positions		136.00	136.00	
	Salary Rate		4,323,115	4,323,115	
	<u>Division of Licensing Trust Fund</u>				
	<u>Salaries and Benefits</u>				
N/A	42010400-010000-00-2163		2,661,122	2,661,122	
	<u>Other Personal Services</u>				
N/A	42010400-030000-00-2163		178,947	178,947	
	<u>Expenses</u>				
N/A	42010400-040000-00-2163		3,119,223	3,119,223	
	<u>Operating Capital Outlay</u>				
N/A	42010400-060000-00-2163		183,152	183,152	
	Special Categories/ Acquisition of Motor Vehicles				
N/A	42010400-100021-00-2163		66,000	66,000	
	Special Categories				
	Transfer to Florida Department of Law Enforcement				
	<u>Automated Fingerprint System</u>				
N/A	42010400-103907-00-2163		2,102,795	2,102,795	
	Special Categories - Transfer to Department of Management Services - Human Resources Purchased				
	Per Statewide Contract				
N/A	42010400-107040-00-2163		35,476	35,476	

Line Item No.	Budget Entity / Fund / Appropriation Category Title	REQUESTED BY AGENCY	RECOMMENDED BY GOVERNOR	APPROVED BY LEGISLATIVE BUDGET COMMISSION
	LAS/PBS Account Number	CF	Appropriation	Appropriation
DEPARTMENT OF STATE				
	<u>Division of Corporations--Commercial Record/Registration</u>			
	<u>Positions and Rate</u>			
	Positions			
	Salary Rate	(73,268)	(73,268)	
	<u>Division of Licensing-Compliance and Enforcement</u>			
	<u>Positions and Rate</u>			
	Positions			
	Salary Rate	(136.00)	(136.00)	
	<u>Division of Licensing Trust Fund</u>			
	<u>Salaries and Benefits</u>			
3141	45600100-010000-00-2163	(2,661,122)	(2,661,122)	
	<u>Other Personal Services</u>			
3142	45600100-030000-00-2163	(178,947)	(178,947)	
	<u>Expenses</u>			
3143	45600100-040000-00-2163	(3,119,223)	(3,119,223)	
	<u>Operating Capital Outlay</u>			
3144	45600100-060000-00-2163	(183,152)	(183,152)	
	Special Categories/ Acquisition of Motor Vehicles			
3145	45600100-100021-00-2163	(66,000)	(66,000)	
	Special Categories			
	Transfer to Florida Department of Law Enforcement			
	<u>Automated Fingerprint System</u>			
3146A	45600100-103907-00-2163	(2,102,795)	(2,102,795)	
	Special Categories - Transfer to Department of			
	Management Services - Human Resources Purchased			
	<u>Per Statewide Contract</u>			
3147	45600100-107040-00-2163	(35,476)	(35,476)	

Department: Agriculture & Consumer Services

EOG Number: B0414

Problem Statement: The Department was appropriated \$7,000,000 in FY 99/00 and \$8,000,000 in FY 00/01 in the Contracts and Grants Trust Fund for a federally funded Tree Replacement Program. This grant is used to replace non-commercial citrus trees which have been destroyed by citrus canker eradication efforts with new trees and related garden supplies.

Due to various delays in the program, the Department was unable to spend all of the Contracts and Grants appropriations that were certified forward by the 12/31/2002 statutory deadline. Also, some uncertified appropriations for FY 1999/2000 and FY 2000/2001 reverted and need to be re-established.

Without this appropriation, the Department will not be able to continue the tree replacement program.

Agency Request:
The agency requests \$1,633,995 in additional budget authority from the Contracts and Grants Trust Fund to expend federal funds for the Tree Replacement Program.

Governor's Recommendation: Recommend approval to increase budget authority by \$1,633,995 from the Contracts and Grants Trust Fund for federal funds received for the tree replacement program for trees destroyed under the citrus canker eradication program.

Commission Staff Comments:

SENATE: Recommend approval by the Legislative Budget Commission as recommended by the Governor's Office.

HOUSE: Pending.

Senate Subcommittee: General Government
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House Subcommittee: Agriculture & Environment
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Line Item No.	Budget Entity / Fund / Appropriation Category		REQUESTED BY AGENCY	RECOMMENDED BY GOVERNOR	APPROVED BY LEGISLATIVE BUDGET COMMISSION
	LAS/PBS Account Number	CF	Appropriation	Appropriation	Appropriation
AGRICULTURE AND CONSUMER SERVICES					
N/A	Agricultural Economic Development / Division of Plant Industry Contracts and Grants Trust Fund Special Category Tree Replacement Program 42170600-103998-00-2133		1,633,995	1,633,995	

Department: Environmental Protection

EOG Number: B0415

Problem Statement: The department requests \$763,900 in Grants and Donations Trust Fund budget authority to provide for expenditure of the United States Environmental Protection Agency’s Leaking Underground Storage Tank (LUST) grants received by the Division of Waste Management. The division submitted a grant application in July 2001, but the award of \$1,200,000 (LUST9) was not received and recorded until June 25, 2002. Therefore, \$945,766 of the LUST9 expenditures have been charged against the FY 2002-03 Grants and Donations Trust Fund appropriation of \$1,381,866, leaving a balance of \$436,100. The LUST10 grant was awarded in July 2002 for \$1,200,000, necessitating an additional \$763,900 in budget authority. Without the requested increase of current year budget authority, the division will be unable to cleanup petroleum from leaking underground storage tanks which could jeopardize public health.

Agency Request: The agency requests an increase in budget authority of \$763,900 in the Grants and Donations Trust Fund to expend federal funds for the LUST grants.

Governor’s Recommendation: Recommend approval to increase budget authority by \$763,900 from the Grants and Donations Trust Fund for federal funds received for the Underground Storage Tanks Cleanup.

Commission Staff Comments:

SENATE: Recommend approval by the Legislative Budget Commission as recommended by the Governor’s Office.

HOUSE: Pending.

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Line Item No.	Budget Entity / Fund / Appropriation Category Title		REQUESTED BY AGENCY	RECOMMENDED BY GOVERNOR	APPROVED BY LEGISLATIVE BUDGET COMMISSION
	LAS/PBS Account Number	CF	Appropriation	Appropriation	Appropriation
ENVIRONMENTAL PROTECTION					
1786	<u>Waste Management</u> Waste Cleanup Grants and Donations TF Underground Storage Tanks Cleanup 37450100-104132-00-2339		763,900	763,900	

Department: Financial Services

EOG Number: B0379

Problem Statement The State Fire Marshal's Office, State Fire College, has received a federal anti-terrorism training grant and will enter into a contract with the Department of Community Affairs to provide training for domestic security/anti-terrorism. The Department was not aware that this funding would become available when the FY 2002-03 Legislative Budget Request was being developed, nor during the 2002 Legislative Session.

The grant (EME-2002-GR-0160) is for the period of 9/15/02-9/14/2003 and is in the amount of \$105,000. This grant is to provide Terrorism Preparedness Training and National Fire Academy (NFA) Training Programs. In addition, the Department will enter into a contract in the amount of \$950,000 with the Department of Community Affairs (DCA) to provide training for firefighters, emergency medical technicians, and paramedics in domestic security/anti-terrorism. DCA received funding for this purpose in line item 2168A of the General Appropriations Act.

Grant / Contract	Description	Amount
EME-2002-GR-0160	Terrorism Preparedness Training and NFA Training Programs	\$ 105,000
DCA Contract	Provide training for firefighters, emergency medical technicians, and paramedics in domestic security/anti-terrorism.	\$ 950,000
Total		\$ 1,055,000

If this amendment is not approved, firefighters, EMT, and paramedics from county, city, and state forces will not receive training in anti-terrorism as provided by these funding sources.

Agency Request: The Department requests an additional \$1,055,000 in budget authority in the Insurance Commissioner's Regulatory Trust Fund to expend federal and contract funds.

Governor's Recommendation: Recommend approval to increase budget authority in the Insurance Commissioner's Regulatory Trust Fund by \$1,055,000 for a federal grant related to domestic security and for a contract with the Department of Community Affairs for training for firefighters, medical technicians, and paramedics.

Commission Staff Comments:

SENATE: Recommend approval by the Legislative Budget Commission as recommended by the Governor's Office.

HOUSE: Pending.

*Legislative Budget Commission Meeting
January 15, 2003*

Senate Subcommittee: General Government
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House Subcommittee: Commerce & Local Affairs
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Line Item No.	Budget Entity / Fund / Appropriation Category Title LAS/PBS Account Number	REQUESTED BY AGENCY		RECOMMENDED BY GOVERNOR	APPROVED BY LEGISLATIVE BUDGET COMMISSION
		CF	Appropriation	Appropriation	Appropriation
FINANCIAL SERVICES					
N/A	Program: Fire Marshal Program Professional Training and Standards Insurance Commissioner's Regulatory Trust Fund Domestic Security 46600300-100851-00-2392		1,055,000	1,055,000	

Department: Financial Services

EOG Number: B0413

Problem Statement: The State Comptroller's Data Center has reached the point at which service to its Information Warehouse users suffers noticeably at the beginning of each month. Concerns regarding potential service degradation have been expressed by Systems Design and Development, responsible for the Legislative Appropriation System/Planning and Budgeting System (LAS/PBS), of the Executive Office of the Governor. LAS/PBS is mission critical to the Legislature and state agencies, and service degradations are unacceptable. Utilization statistics over the last several years show continued steady growth of the number of FLAIR transactions and increase in the number of jobs run at the data center. If an upgrade is not accomplished, the Florida Accounting Information Resource (FLAIR) system and LAS/PBS users will continue to get increasingly slower response time to information requests. It may also jeopardize the ability of the Department to produce the state's payroll and other important accounting and budgeting functions in a timely manner.

Agency Request: The Department requests funding to upgrade the current IBM 9672-RX6 to an IBM 2064-1C6, with one engine configured as an Integrated Facility for LINUX (IFL). The upgrade would include the addition of 4 GB of memory to bring the new machine up to 14 GB. The 2064-1C6 is the latest generation of z/900 Enterprise Servers offered by IBM. It provides a number of performance improvements over earlier generations, including Z/Architecture 64-bit addressing and HiperSockets. The upgrade will provide a 19% increase in the system's capacity.

The upgrade requires \$1,224,700 for equipment procurement and \$676,561 for one-time software changes, for a total project cost of \$1,901,261. The Department requests an increase in budget authority in the Working Capital Trust Fund to be funded by a cash transfer from the Insurance Commissioner's Regulatory Trust Fund.

Governor's Recommendation: Recommend approval to increase budget authority by \$1,901,261 in the Working Capital Trust Fund for a computer upgrade and to increase budget authority in the Insurance Commissioner's Regulatory Trust Fund to transfer cash to the Working Capital Trust Fund.

Commission Staff Comments:

SENATE: Recommend approval by the Legislative Budget Commission as recommended by the Governor's Office.

HOUSE: Pending.

Senate Subcommittee: General Government

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Line Item No.	Budget Entity / Fund / Appropriation Category Title		REQUESTED BY AGENCY	RECOMMENDED BY GOVERNOR	APPROVED BY LEGISLATIVE BUDGET COMMISSION
	LAS/PBS Account Number	CF	Appropriation	Appropriation	Appropriation
FINANCIAL SERVICES					
NA	Program: Financial Accountability for Public Funds Program <u>Information Technology</u> Working Capital Trust Fund Expense 44100400-040000-00-2792		676,561	676,561	
NA	Operating Capital Outlay 44100400-060000-00-2792		1,224,700	1,224,700	
NA	Program: Office of the Treasurer and Administration Program Executive Direction and Support Services Insurance Commissioner's Regulatory Trust Fund Transfer to Working Capital Trust Fund 46010100-103011-00-2393		1,901,261	1,901,261	

Department: Various / Statewide

EOG Number: B0443

Problem Statement: On August 19, 2002, the Department of Management Services (DMS) signed a 7-year contract with Convergys Customer Management Group Inc. for procurement of human resources, benefits, and payroll administration services. The vendor will provide a full service, state-of-the-art human resource and benefits administration information system. This will be a more centralized approach to personnel management across state government; therefore, fragmented processes will be eliminated from state agencies. Minimal staffing and resources will remain in individual agencies to handle residual personnel duties. The process of initiating the contract began in March 2001 when DMS issued an Invitation to Negotiate (ITN) to determine the feasibility and interest of such an initiative. Twelve responses were received and the DMS entered into negotiations with the top three respondents. In September, 2001, the department posted an Intent to Award to Convergys. An operational and budget plan was developed for each state agency that reduced the HR positions and associated expenses for functions covered under the new contract. The proposal was approved by the Legislature in May 2002 during Special Session E.

To implement the initiative, the FY 2002/03 General Appropriation Act provided a statewide phase-out of 859 human resource positions and costs associated with the state's current in-house system, including the automated personnel information system (COPES). The budget also provided an appropriation of \$30 million in trust fund payments to an HR vendor in 2002/03. The funding amount anticipated that COPES would run as a dual system through September 30, 2002, and that the full implementation of the outsourced system would occur by January 1, 2003.

Following the legislative approval and appropriation, the Department began contract negotiations with Convergys. Convergys needed approximately 7 to 8 months to develop the information systems and service delivery model; therefore, the implementation schedule was revised to provide full implementation by January 1, 2004. Convergys began this work immediately after the contract was signed on August 19, 2002. Based on these factors, the HR functions of all agencies will be outsourced as follows:

- May 1, 2003 – Recruitment and Selection
- June 1, 2003 – General HR
- January 1, 2004 – Benefits

Due to the revised implementation schedule, a statewide realignment of the current-year budget is required. Agencies are currently borrowing resources from other program areas to continue HR services within their agencies. The most critical concern is payroll preparation and distribution. Without HR budget restorations, agencies will not be able to continue their internal HR processes.

Agency Request: The Department is requesting that a portion of each agency's HR budget be restored so internal HR services can continue to operate. To offset the budget restorations, the \$30 million appropriated to agencies for HR contract payments will be reduced to the amount actually required for contract payments in May and June 2003.

Summary of amendment:

Adjustment Description	General Revenue Fund	Trust Funds	Total
Restore Agency Budgets for Personnel Functions	\$ 6,556,933	\$ 7,978,162	\$ 14,535,095
Restore DMS' Transfers to State Technology Office to continue COPES through 6/30/03	\$ 907,898	\$ 2,728,980	\$ 3,636,878
Restore Personnel Assessment Fee in Agencies to \$59 per FTE	\$ 2,605,715	\$ 2,837,232	\$ 5,442,947
Subtotal - Restored to agency budgets	\$ 10,070,546	\$ 13,544,374	\$ 23,614,920
Reduce Personnel Assessment Fee in Agencies for Outsourced System	\$ (10,070,546)	\$ (12,268,769)	\$ (22,339,315)
Totals	\$ -	\$ 1,275,605	\$ 1,275,605

The Governor's Office will continue to hold in reserve \$1.5 million in General Revenue which was appropriated to county health departments to provide funding assistance for the HR outsourcing initiative.

Of the \$30 million appropriated in the State Personnel System Trust Fund in DMS for payment to Convergys, two monthly payments totaling \$6,666,666 will be paid in May and June 2003 and the balance of the spending authority, \$23,333,334, will be held in reserve for reversion on June 30, 2003. This action will also result in a General Revenue reversion of \$2,752,891 in the HR Outsourcing category statewide on June 30, 2003.

Governor's Recommendation: Recommend approval to decrease state agencies' Human Resource Outsourcing appropriations by \$22,339,315 from General Revenue and various trust funds and to increase state agencies' appropriations by \$23,614,920 in a new category entitled HR Outsourcing Restoration.

Commission Staff Comments:

SENATE: Recommend approval by the Legislative Budget Commission as recommended by the Governor's Office.

HOUSE: Pending.

Senate Subcommittee: General Government

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House Subcommittee: Commerce and Local Affairs

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Line Item No.	Budget Entity / Fund / Appropriation Category Title LAS/PBS Account Number	CF	REQUESTED BY AGENCY	RECOMMENDED BY GOVERNOR	APPROVED BY LEGISLATIVE BUDGET COMMISSION
			Appropriation	Appropriation	Appropriation
VARIOUS - STATEWIDE					
	Summary From Various Departments				
	Transfer/DMS/HR SVCS/STW Contract Category 107040				
	General Revenue		(10,070,546)	(10,070,546)	
	Trust Funds		(12,268,769)	(12,268,769)	
	HR Outsourcing Restoration Category 101641				
	General Revenue		10,070,546	10,070,546	
	Trust Funds		13,544,374	13,544,374	

Department: Agency for Health Care Administration

EOG Number: B0285

Problem Statement:

Therapeutic group home services and specialized therapeutic foster care services for seriously emotionally disturbed and mentally ill children have been funded primarily from General Revenue appropriated to the Department of Children and Family Services (DCF) in the Purchased Residential Treatment Services (PRTS) appropriation category. The 2002 Legislature, however, used a majority of PRTS funds to meet the state match requirement for Statewide Inpatient Psychiatric Program (SIPP) services in the Agency for Health Care Administration. As a result, DCF does not have sufficient General Revenue funding to continue to fund therapeutic group home services and specialized therapeutic foster care services at the Fiscal Year 2001-2002 level. These placements are critical to the state's mental health system of care for seriously emotionally disturbed and mentally ill children and adolescents. DCF has worked with the Agency for Health Care Administration (AHCA) to obtain approval to use federal Medicaid matching funds to continue services in these residential settings. AHCA has received federal approval for this use and is seeking the necessary budget authority to cover these services through Medicaid.

The additional budget authority needed for therapeutic group home services and specialized therapeutic foster care services is \$12,574,756. The additional federal funds will be \$7,397,729 and state match from DCF will be \$5,177,027. DCF will make a cash transfer of General Revenue from the Purchased Residential Treatment Services appropriation category to AHCA when billed for the services.

Agency Request:

The Agency for Health Care Administration requests an additional \$12,574,756 in Medical Care Trust Fund budget authority to continue specialized therapeutic foster care and therapeutic group home services in the Department of Children and Family Services.

Governor's Recommendation:

Recommend approval to increase budget authority in the Medical Care Trust Fund by \$12,574,756 to cover matching funds to be transferred from the Department of Children and Families and additional federal funds to be drawn down for therapeutic group home services and specialized therapeutic foster care services.

Commission Staff Comments:

SENATE: Recommend approval by the Legislative Budget Commission as recommended by the Governor's Office.

HOUSE: Pending.

Senate Subcommittee: Health & Human Services Appropriations

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House Subcommittee: Health Appropriations

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Line Item No.	Budget Entity / Fund / Appropriation Category Title		REQUESTED BY AGENCY	RECOMMENDED BY GOVERNOR	APPROVED BY LEGISLATIVE BUDGET COMMISSION
	LAS/PBS Account Number	CF	Appropriation	Appropriation	Appropriation
AGENCY FOR HEALTH CARE ADMINISTRATION					
	Medicaid Services to Individuals (68501400)				
213	Medical Care Trust Fund Therapeutic Services for Children 68501400-100436-00-2474		12,574,756	12,574,756	

Department: Department of Health

EOG Number: B0329

Problem Statement:

The Department of Health received a State Cardiovascular Health Program grant on June 25, 2002, from the Centers for Disease Control and Prevention, effective June 30, 2002 to June 29, 2003. The grant will be used to provide epidemiological data collection and analysis, a mass media awareness campaign for heart disease and stroke in women, and nutrition, obesity and diabetes technical assistance for community-based intervention projects. Funding will allow for contracted services and one position transferred from within the department to administer and monitor the grant.

The Department of Health does not have sufficient Federal Grants Trust Fund budget authority in the Family Health Services budget entity to support the State Cardiovascular Health Program grant.

Agency Request:

The Department of Health requests the transfer of one position and \$59,800 in surplus Federal Grants Trust Fund budget authority from the Statewide Health Support Services budget entity and a \$931,348 increase in Federal Grants Trust Fund to the Family Health Services budget entity.

Governor's Recommendation:

Recommend approval to increase budget authority by \$931,438 in the Federal Grants Trust Fund, to transfer one position and associated salary rate and to transfer \$59,800 of appropriations in the Federal Grants Trust Fund to implement a federal grant in the cardiovascular health program.

Commission Staff Comments:

SENATE: Recommend approval by the Legislative Budget Commission as recommended by the Governor's Office.
HOUSE: Pending.

Senate Subcommittee: Health & Human Services Appropriations
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Line Item No.	Budget Entity / Fund / Appropriation Category Title		REQUESTED BY AGENCY	RECOMMENDED BY GOVERNOR	APPROVED BY LEGISLATIVE BUDGET COMMISSION
	LAS/PBS Account Number	CF	Appropriation	Appropriation	Appropriation
DEPARTMENT OF HEALTH					
	<u>Family Health Services</u>				
	Positions				
	Salary Rate				
	Federal Grants Trust Fund				
	Salaries and Benefits				
512	64200300-010000-00-2261		59,800	59,800	
	Other Personal Services				
513	64200300-030000-00-2261		55,490	55,490	
	Expenses				
514	64200300-040000-00-2261		158,150	158,150	
	G/A Contracted Services				
527	64200300-100778-00-2261		717,798	717,798	
	<u>Statewide Health Support Services</u>				
	Positions				
	Salary Rate				
	Federal Grants Trust Fund				
	Salaries and Benefits				
579	64200800-010000-00-2261		(59,800)	(59,800)	

Department: Health

EOG Number: B0374

Problem Statement:

The Legislature appropriated \$1,500,000 from the Tobacco Settlement Trust Fund to the Escambia County Health Department and \$116,000 to the Jefferson County Health Department (CHD) for fixed capital outlay projects in FY 1999-2000. The Escambia CHD project has been completed and has \$242,000 remaining unspent. Jefferson CHD has \$68,400 remaining from its appropriation, which provided basic architectural planning.

Section 216.292, F.S., allows the transfer of excess fixed capital outlay funding between projects under certain specified conditions. Jefferson County Health Department buildings are in need of minor modifications and additions that are consistent with the pending scope of work. The transfer of the \$242,000 of unused funds from Escambia to Jefferson CHD would enable the repair of rotted stucco entrance fascia and the construction of additional office space for the Environmental Health and Dental programs. This amendment allows the department to postpone its \$2.8 million request for renovation and addition of the Jefferson CHD for several years.

Agency Request:

The Department of Health requests the transfer of \$242,000 in Tobacco Settlement Trust Funds from the Escambia CHD project to the Jefferson CHD project.

Governor's Recommendation:

Recommend approval to transfer \$242,000 of appropriations in the Tobacco Settlement Trust Fund from the Escambia County Health Department Northside fixed capital outlay account to the Jefferson County Health Department for repairs and modifications to extend the useful life of the building.

Commission Staff Comments:

SENATE: Recommend approval by the Legislative Budget Commission as recommended by the Governor's Office.

HOUSE: Pending.

Senate Subcommittee: Health & Human Services Appropriations

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House Subcommittee: Health Appropriations

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Line	Budget Entity / Fund / Approp Category Title		REQUESTED BY AGENCY	RECOMMENDED BY GOVERNOR	APPROVED BY LEGISLATIVE BUDGET COMMISSION
Item	LAS/PBS Account Number	CF	Appropriation	Appropriation	Appropriation
HEALTH					
County Health Depts/Local Health Needs					
Tobacco Settlement Trust Fund					
513	Construction/Renovation/Equipment-CHD (Escambia Northside) 64200700-084093-00-2122		(242,000)	(242,000)	
513	Construction/Renovation/Equipment-CHD (Jefferson CHD, Monticello) 64200700-084093-00-2122		242,000	242,000	

Department: Highway Safety and Motor Vehicles

EOG Number: B0284

Problem Statement: The USA Patriot Act (Section 1012) mandates that a background investigation be conducted on any applicant for a commercial driver's license with a hazardous material endorsement to ascertain whether the applicant is a security risk. The conventional fingerprinting method can take as much as six weeks for a criminal history response, whereas, live-scan electronic submissions are expected to provide a 24 -72 hour response time for receipt of the criminal history from the Department of Justice.

Agency Request: The Department of Highway Safety and Motor Vehicles has been awarded two 80/20 federal Motor Carrier Safety Assistance Program Grants from the U. S. Department of Transportation, Federal Motor Carrier Safety Administration. These grants provide funding to purchase 75 live-scan fingerprint devices to be placed at selected Driver License offices for the purpose of security risk screening of applicants seeking an original or renewal hazardous material (HAZMAT) endorsement on commercial driver licenses.

The Department requests \$2,057,881 of additional budget authority in the Grants and Donations Trust Fund for the purchase of fingerprinting systems, supplies, accessories and maintenance costs. This represents the 80% of the funding that will be reimbursed by the federal government. The Department will utilize the equivalent of \$514,052 of current resources to meet the state's 20% matching requirement.

In a separate budget amendment (EOG #0283) the Department is requesting non-operating budget authority in the Highway Safety Operating Trust Fund in order to advance funds to the Grants and Donations Trust Fund in accordance with the provisions of chapter 215.18, Florida Statutes. The advanced funds will be restored to the Highway Safety Operating Trust Fund upon receipt of the grant reimbursement from the Federal Motor Carrier Safety Administration.

Governor's Recommendation: Recommend approval to increase budget authority by \$2,057,881 in the Grants and Donation Trust Fund to purchase 75 live-scan fingerprint devices for the purpose of screening applicants seeking HAZMAT endorsements on commercial driver licenses.

Commission Staff Comments:

SENATE: Recommend approval by the Legislative Budget Commission as recommended by the Governor's Office.

HOUSE: Pending.

Senate Subcommittee: Transportation and Economic Development

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Line Item No.	Budget Entity / Fund / Appropriation Category Title		REQUESTED BY AGENCY	RECOMMENDED BY GOVERNOR	APPROVED BY LEGISLATIVE BUDGET COMMISSION
	LAS/PBS Account Number	CF	Appropriation	Appropriation	Appropriation
HIGHWAY SAFETY AND MOTOR VEHICLES					
	Program: Licenses, Titles and Regulations				
	<u>Driver Licensure</u>				
	Grants and Donations Trust Fund Expenses				
N/A	76250300-040000-00-2339		232,881	232,881	
	Operating Capital Outlay				
N/A	76250300-060000-00-2339		1,825,000	1,825,000	

Department: Community Affairs

EOG Number: B0286

Problem Statement: On October 2, 2002, the Division of Emergency Management, Department of Community Affairs, received notification from the Federal Emergency Management Agency (FEMA) that funds had been appropriated under the federal 2002 Supplemental Appropriations Act which were in turn being made available to the states. These awards require no state matching funds and are provided for two specific emergency management related activities/functions as follows:

PURPOSE	TOTAL FEDERAL	FLORIDA SHARE
State and Local All-Hazards Operational Planning	\$100,000,000	\$5,673,012
Citizen Corps/CERT	<u>\$21,000,000</u>	<u>\$872,299</u>
TOTAL	\$121,000,000	\$6,545,311

Additional state budget authority is needed to utilize these federal funds.

State and Local Operational Planning - \$5,673,012

These funds have been provided by the federal government to update and enhance existing emergency operation plans (EOPs) for all hazards with special emphasis on weapons of mass destruction (WMD) terrorism preparedness. Coordinated planning at the state and local level is essential if state and local emergency management and first responder organizations are to be able to effectively request and use response resources.

These funds will be shared between the state (25%) and local governments (75%) and will be used to modify and enhance both the state and local governments' EOPs, as needed, so that they address all hazards, including WMD terrorism. Specific activities will include, but not be limited to, development or enhancement of state and local EOPs; training/workshops related to the development or enhancement of these operations and strategic plans; and hiring personnel or contract support to accomplish these tasks.

Because FEMA has identified priority funding for jurisdictions with populations greater than 75,000, funds are proposed to be allocated to county emergency management agencies using a base amount, an additional amount based on total county population, and a final additional amount for cities within the county with populations greater than 75,000. Counties may pass through the municipal portion to the cities for their use or may retain the funds to work collaboratively on plans for their cities with populations above 75,000.

Problem Statement: (Continued)

Citizen Corps - \$872,299

Citizen Corps brings together leaders from law enforcement, fire services, emergency medical, emergency management, volunteer organizations, the business sector, and local elected officials to provide oversight for engaging citizens in homeland security and for promoting community preparedness. The FY 2002 supplemental funds will be shared between the state (25%) and local governments (75%) and used to support the formation of Florida Citizen Corps Councils, the oversight and outreach responsibilities of these Councils, and the expansion of Community Emergency Response Team (CERT) training. Specific activities of the Citizen Corps initiative will include, but not be limited to, the development and maintenance of a process to increase collaboration between the first responder/emergency management community and volunteer groups; outreach and public education campaigns to promote community preparedness and family safety measures; and personnel, training, exercises, and supplies. CERT funds will be used to conduct Train-the-Trainer courses and to help local governments initiate, organize, train and maintain CERTs for use as an emergency management resource and as a volunteer pool to perform special projects that improve a community's preparedness.

Agency Request:

Because the award was provided outside of the planning timeframe for the Fiscal Year 2002-03 budget and the funds must be expended by December 2003, the Division is requesting interim action to approve additional budget authority. The authority is requested in the Federal Emergency Management Program Support Trust Fund which is utilized by the Division for program funding from FEMA.

Governor's Recommendation: Recommend approval to increase budget authority by \$6,545,311 in the Federal Emergency Management Program Support Trust Fund to assist in updating state and local government emergency operations plans with special emphasis on weapons of mass destruction terrorism preparedness.

Commission Staff Comments:

SENATE: Recommend approval by the Legislative Budget Commission as recommended by the Governor's Office.

HOUSE: Pending.

Senate Subcommittee: Transportation and Economic Development

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House Subcommittee: Transportation and Economic Development

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Line Item No.	Budget Entity / Fund / Appropriation Category Title		REQUESTED BY AGENCY	RECOMMENDED BY GOVERNOR	APPROVED BY LEGISLATIVE BUDGET COMMISSION
	LAS/PBS Account Number	CF	Appropriation	Appropriation	Appropriation
COMMUNITY AFFAIRS					
	DIVISION OF EMERGENCY MANAGEMENT				
	Emergency Planning				
	<u>Federal Emergency Management Program Support Trust Fund</u>				
1516	G/A Emergency Mgmt Programs 52600200-101123-00-2525		5,673,012	5,673,012	
	<u>Federal Emergency Management Program Support Trust Fund</u>				
N/A	Citizen Volunteer Initiatives 52600200-107020-00-2525		872,299	872,299	

Department: Transportation

EOG Number: B0427

Problem Statement: This amendment requests \$2,197,957 of additional budget authority to fund projected increases in premium costs for insurance policies covering Department of Transportation toll facilities and toll revenues for the 12 month period from June 1, 2003 through May 30, 2004.

Under the operating covenants of toll facility bond indentures, the Department is required to carry commercial insurance policies on buildings, structures, equipment, monies, and securities.

As a result of the current state of the economy and events of September 11, 2001 it has become more difficult to obtain commercial insurance coverage for statewide toll facilities. When the Department of Management Services (DMS) solicited bids in the spring of 2002 from vendors for the 2002-2003 policy, the single responding bid was \$2,559,148, 66% higher than the previous premium of \$1,541,365 which is in the Turnpike's base funding. To avoid a lapse in coverage, the Turnpike Enterprise authorized DMS to accept the bid and arranged to fund the increase (\$1,017,783) from 2002/03 budget.

The premium for the 2003/04 policy will be due June 1, 2003 and is projected to be \$2,721,539. The increase over the policy for 2002/03 is caused by the addition of the newly opened Seminole Expressway Project 2 and the State Road 80 Interchange on Florida's Turnpike to the policy. Since \$1,017,783 of current year budget was used to fund the 2002/03 policy, only \$523,582 is available for the 2003/04 policy, causing a shortfall of \$2,197,957 to pay the premium due June 1, 2003.

Additional budget has been requested in the Department's 2003/04 Legislative Budget Request to fund these projected premium increases. However, the increases were not identified in time to be included in the 2002/03 budget request.

Agency Request: Provide increased budget authority of \$2,197,957 from the State Transportation Trust Fund for expenses in the Florida's Turnpike Enterprise budget entity.

Governor's Recommendation: Recommend approval to increase budget authority in the State Transportation Trust Fund by \$2,197,957 to cover insurance premium increases for toll facilities.

Commission Staff Comments:

SENATE: Recommend approval by the Legislative Budget Commission as recommended by the Governor's Office.

HOUSE: Pending.

Senate Subcommittee: Transportation and Economic
Development
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House Subcommittee: Transportation and Economic
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Line Item No.	Budget Entity / Fund / Appropriation Category Title		REQUESTED BY AGENCY	RECOMMENDED BY GOVERNOR	APPROVED BY LEGISLATIVE BUDGET COMMISSION
	LAS/PBS Account Number	CF	Appropriation	Appropriation	Appropriation
TRANSPORTATION					
2161C	Florida's Turnpike Enterprise State Transportation Trust Fund Expenses 55180100-040000-00-2540		2,197,957	2,197,957	

Department: Executive Office of the Governor

EOG Number: B0436

Problem Statement: Section 212.0606, Florida Statutes, imposes a \$2 surcharge per day on rental of motor vehicles in the State. This section provides that 15.75% of the collections from this surcharge are to be deposited in the Tourism Promotion Trust Fund in the Office of Tourism, Trade, and Economic Development (OTTED) and 4.25% of the collections are to be deposited in the International Trade and Promotion Trust Fund in OTTED.

The deposits from this surcharge are utilized to pay contractual obligations for VISIT FLORIDA (from the Tourism Promotion Trust Fund) and for international, trade, and export activities at Enterprise Florida (from the International Trade and Promotion Trust Fund). Because of the events of September 11th and an overall slow-down in the number of automobiles rented in the state, the receipts into these trust funds have decreased significantly. OTTED experienced a decrease of 8% in collections for Fiscal Year 2001-2002 when compared to Fiscal Year 2000-2001. As of the month of November, actual collections for Fiscal Year 2002-2003 are down an average of 9.8% from Fiscal Year 2001-02. While OTTED still anticipates a small increase in rental car receipts over the rest of the fiscal year, cash balances in these trust funds have been exhausted and OTTED is currently unable to pay contractual obligations to Enterprise Florida and VISIT FLORIDA from these trust funds.

The latest Revenue Estimating Forecast (dated 10-7-02) reduced revenue projections in these trust funds by \$2.3 million and \$.7 M respectively. OTTED's projections (based on actual collections and general assumptions) anticipate a trust fund deficit of \$3.5 million in the Tourism Promotion Trust Fund and \$1.6 million deficit in the International Trade and Promotion Trust Fund. Considering the timing of payments and the first 5 months of actual collections, OTTED believes that its predictions represent a fairly accurate picture of the trust fund situation and tracks the predictions of the Revenue Estimating Conference.

Agency Request: OTTED requests additional spending authority pursuant to section 216.181(11), F.S., from the Economic Development Trust Fund in the amount of \$1,475,600 to assist in the shortfall of contract payments to these entities. This amount represents the cash balance in this trust fund that is not currently allocated to any economic development program or project. No spending authority currently exists for this cash. Offsetting reductions are requested to eliminate unfunded budget in the International Trade and Promotion Trust Fund and the Tourism Promotion Trust Fund.

A budget amendment will enable OTTED to meet (at least in part) its contractual obligations by attempting to fund Enterprise Florida and VISIT FLORIDA at the amounts originally appropriated. The impact of non-approval would be that certain contractual obligations would go unfulfilled. Even with approval of the amendment, significant reductions in expenditures will be required at Enterprise Florida and VISIT FLORIDA. [The amendment provides \$466,487 to partially replace the \$1.6 million shortfall for Enterprise Florida and \$1,009,113 to partially replace the \$3.5 million shortfall for VISIT FLORIDA.] Therefore, OTTED is working with the entities on formal reduction plans to address the remainder of the shortfall.

Governor's Recommendation: Recommend approval to increase budget authority by \$1,475,600 in the Economic Development Trust Fund and decrease budget authority in the International Trade and Promotion Trust Fund by \$466,487 and in the Tourism Promotion Trust Fund by \$1,009,113 to reflect the decline in revenues from the rental car surcharge.

Commission Staff Comments:

SENATE: Recommend approval by the Legislative Budget Commission as recommended by the Governor's Office.

HOUSE: Pending.

Senate Subcommittee: Transportation and Economic Development

Senate Analyst: Cynthia Kelly

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House Subcommittee: Transportation and Economic Development

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Line Item No.	Budget Entity / Fund / Appropriation Category Title LAS/PBS Account Number	CF	REQUESTED BY AGENCY	RECOMMENDED BY GOVERNOR	APPROVED BY LEGISLATIVE BUDGET COMMISSION
			Appropriation	Appropriation	Appropriation
OFFICE OF THE GOVERNOR					
	Office of Tourism, Trade, & Economic Development Economic Development Programs and Projects				
	International Trade and Promotion Trust Fund Special Categories G/A-Enterprise Florida				
2480	31800600-102003-00-2338		(466,487)	(466,487)	
	Tourism Promotion Trust Fund Special Categories G/A-Florida Comm/Tourism				
2482	31800600-105703-00-2722		(1,009,113)	(1,009,113)	
	Economic Development Trust Fund Special Categories G/A-Enterprise Florida				
2480	31800600-102003-00-2177		466,487	466,487	
	G/A-Florida Comm/Tourism				
2482	31800600-105703-00-2177		1,009,113	1,009,113	

EXPENDITURE PLAN FOR LIFELINE
PROGRAM FUNDING

Department: Children and Family Services

Problem Statement:

In proviso language following Specific Appropriation 419 of the FY 2002-03 General Appropriations Act, the 2002 Legislature set aside \$500,000 from the Administrative Trust Fund for the Lifeline Program. The proviso conditioned the release of the funds upon approval of an expenditure plan by the Legislative Budget Commission for the implementation of the program. The Lifeline Program enables eligible low-income households to afford basic telephone service by providing a monthly credit on the subscriber's telephone bill.

Agency Request:

In accordance with the proviso language, attached is an expenditure plan for the development and implementation of the Lifeline Program. The plan utilizes \$130,050 in non-recurring funding for modifications to the FLORIDA System, staff training, and other related materials. Changes to the FLORIDA system include adding information regarding the Lifeline Program to current computer screens used by eligibility staff, as well as updating notification forms sent to individuals who are determined eligible for state and federal assistance. The programming changes and acceptance testing will be completed by May 2003 at a projected cost of \$107,840. The cost for developing and administering training sessions, revising the policy manuals, and modifying department forms is \$22,210. Training for all eligibility staff will be conducted during the month of April 2003 and actual implementation of the Lifeline Program will begin in late May 2003.

Governor's Recommendation:

Recommend approval of the expenditure plan for the Lifeline Program, which will provide basic telephone service to eligible low income households.

Commission Staff Comments:

SENATE: Recommend approval by the Legislative Budget Commission as recommended by the Governor's Office.

HOUSE: Pending.

Senate Subcommittee: Health & Human Services Appropriations

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Department of Children and Family Services

Expenditure Plan for the Lifeline Project

Fiscal Year 2002-2003

What is the Lifeline program?

The Lifeline Assistance Program offers assistance to qualified residential telephone customers and is designed to ensure that basic telephone connection and service remain affordable to all residents of Florida.

What assistance is provided and to whom?

The program provides up to a \$13.00 credit on customers' local monthly phone bill, including a federal credit of \$9.50 and a matching credit from their telephone company of \$3.50. Assistance is provided to consumers receiving state and federal assistance such as Temporary Assistance to Needy Families (TANF), food stamps, or Supplemental Security Income (SSI).

How does the program work?

A person can sign up for this program by contacting the Public Service Commission or their local telephone company. Currently, the department does not provide information regarding Lifeline to clients that are determined eligible for state and federal assistance.

What is the DCF role in the Lifeline program?

The role of the Department of Children and Families in the Lifeline Program will begin once the expenditure plan and budget amendment is approved. The department will provide information about the program to individuals who are determined eligible for state and federal assistance by the Economic Self-Sufficiency Program. Eligibility staff, when performing the initial client interview via the FLORIDA screen prompts will advise the client about the program. After the eligibility process is complete and the client is determined to be eligible for federal and/or state assistance, the standard notice advising the client of their eligibility will be generated by the FLORIDA system. This notice will include information about the Lifeline Program and advise the client to contact their local phone company if they are interested in signing up for the program.

What will the Department of Children and Families do with the funding provided?

The department will utilize the non-recurring funding to program changes to the FLORIDA System in order to add information about Lifeline to existing screen prompts and notification forms that are sent to individuals who are determined eligible for state and federal assistance. The changes include modifying screens within the FLORIDA system to prompt eligibility staff to inform the client about the Lifeline Program. Then coding changes will be made to incorporate information about Lifeline on the eligibility notifications that are sent to clients. These programming changes are estimated to cost \$72,240 and will be completed during the months of February and March 2003. After completion of the programming changes, acceptance testing will be performed at a projected cost of \$21,840 to ensure that the FLORIDA System operates correctly and is error free. Training on the changes to the FLORIDA System will be held for all eligibility staff in April 2003. Developing and administering training materials, modifying forms, revising policy manuals, and other educational materials are estimated to cost \$35,970. The actual implementation of the department's role in the Lifeline Program will begin in late May 2003.

Lifeline Program Process Flow

Steps

1. Individual or family applies for public assistance with DCF
2. Eligibility Specialist conducts interview to gather information to determine eligibility for various public assistance benefits.
3. During interactive interview FLORIDA system screens prompt Eligibility Specialist to provide information regarding Lifeline Program.
4. Benefits are authorized on the FLORIDA system once all factors of eligibility are established.
5. FLORIDA system generates client notice providing proof of eligibility for program benefits and includes information regarding how to apply for Lifeline Program through their telephone company.
6. Public assistance recipients that want to participate in Lifeline take the notice of eligibility to their telephone company and begin enrollment process.

EXPENDITURE PLAN -- LIFELINE PROGRAM

Support Services - Information Technology

The budget for Information Technology will be utilized to enhance the FLORIDA system by programming and developing an automated notification for the Lifeline Program.

Systems Programming	\$72,240
Modify forms	\$10,080
Revise policy manual	\$1,000
Develop training & other educational materials	\$16,760
Modify language/training region	\$8,130
Acceptance tests	\$21,840

Total Funding for the Lifeline Program

\$ 130,050

Detail Expenditure Plan for LIFELINE Project for Fiscal Year 2002-2003

TASK	Hrs	Rate	Cost
1) Project Change Scope document <i>This task identifies each component and program of the FLORIDA system which will ultimately be changed.</i>	40	\$86	3,440
2) Project Change Spec document <i>This task involves preparing a document which describes and documents a step- by- step technical description of the tasks each change entails.</i>	80	\$86	6,880
3) Physical Design document 6,880 <i>This task will add a new question on the "Utility" screen to be answered when a client may be interested in assistance for Lifeline. When answered with a "Y" the new programming will drive the user to a new screen.</i>	80	\$86	
4) AFUT - GAE440			
a) Program Spec & Unit test plan	100	\$86	8,600
b) Coding & Unit testing	40	\$86	3,440
<i>This task includes the programming and testing completed by the programmers before the change is moved into the Public Assistance Acceptance Testing Region.</i>			
5) AFLI - GAEXXX			
a) Program Spec & Unit test plan	100	\$86	8,600
b) Coding & Unit testing	200	\$86	17,200
<i>The new utility screen will gather pertinent information regarding the individual interested in the receipt of Lifeline assistance. This information will ultimately be sent to the telephone companies. These tasks include the programming and testing completed by the programmers before the change is moved into the Public Assistance Acceptance Testing Region.</i>			
6) CAF - GAE504 & GAE510			
a) Program Spec & Unit test plan	100	\$86	8,600
b) Coding & Unit testing	40	\$86	3,440
<i>The Common Application Form provides information gathered by the system regarding the household. The programming for the form will need to be modified to capture the new information in the above questions. This task includes the programming and testing completed by the programmers before the change is moved into the Public Assistance Acceptance Testing Region.</i>			

7) AWAU - GAE550			
a) Program Spec & Unit test plan	20	\$86	1,720
b) Coding & Unit testing	40	\$86	3,440

The assistance authorization screen (program) will need to be modified in order to separate the food stamp and cash programs from the Medicaid. Medicaid information cannot be released to the phone companies. These tasks includes the programming and testing completed by the programmers before the change is moved into the Public Assistance Acceptance Testing Region.

8) Modify CBT and Assessment Forms	120	\$84	10,080
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The Competence Based Testing Program as well as the computerized assessment forms created currently by the system will need to be modified.

9) Revise Policy Manual	40	\$25	1,000
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The manual that consists of policy for Cash Medicaid and Food Stamps is included on the FLORIDA system and will need to be updated.

10) Develop Training & Other Materials	120	\$25	16,767
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Public Assistance workers will need to be trained on the policy and procedures related to Lifeline and clients educated on the benefits of the program.

11) Modify CAF, Eng/Spnh./Creole	50	\$25	1,250
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The question for the Common Application Form as well as the notices will have to be included and programmed in the different languages. Translation of language added to existing forms and new forms will have to be completed.

12) Modify Training Region	80	\$86	6,880
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The portion of the system where "new" workers are trained for determining public assistance eligibility must be modified to include the same updates as the Production Region.

13) Acceptance Test System Changes	220	\$84	18,480
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All changes must be tested in the Public Assistance Acceptance Testing Region before they can move into the "live" production region.

14) Acceptance Test CBT/ Assessments	40	\$84	3,360
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The same must be done for the Competency Based Training Region.

Grand Total All Tasks			\$130,050
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Line Item No.	Budget Entity / Fund / Appropriation Category Title		REQUESTED BY AGENCY		RECOMMENDED BY GOVERNOR	
	LAS/PBS Account Number	CF	Appropriation	Reserve	Appropriation	Reserve
	<p>ECONOMIC SELF-SUFFICIENCY PROGRAM</p> <p>Program Management and Compliance</p> <p>Administrative Trust Fund</p> <p>Other Personal Services</p>					
419	60910703-030000-00-2021			(130,050)		(130,050)
	<p>SUPPORT SERVICES</p> <p>Assistant Secretary for Administration</p> <p>Administrative Trust Fund</p> <p>DCF Data Center</p>					
292	60900203-210008-00-2021		130,050		130,050	
	<p>Information Technology</p> <p>Working Capital Trust Fund</p> <p>Computer Related Expenses</p>					
280	60900202-100644-00-2792		130,050		130,050	